

ARTICLE 15
HEALTH & SAFETY

Section 1: Safety Responsibilities.

- a. IHSQHE and UNION agree to undertake programs to provide for safe working conditions of EMPLOYEES. IHSQHE agrees to utilize available resources to protect the health and safety of EMPLOYEES.
- b. The name, location and telephone number of the local safety officer will be posted on all official IHSQHE bulletin boards.
- c. UNION shall have two (2) representative on the Headquarters East Safety Committee (HESC). UNION representative may provide information to the Committee regarding any health and safety hazards requiring the review of the Committee.
- d. The representative designated will attend meetings of this Committee scheduled during working hours, and will actively participate in Committee functions, without charge to accrued leave. Such time will be considered as official time.

Section 2: On-the-Job Injury and/or Illness Reporting.

- a. It is the responsibility of the EMPLOYEE to immediately report all accidents and unsafe conditions or acts which occur on the job, no matter how slight, including job-related illnesses. The EMPLOYEE will follow all applicable safety and health procedures and regulations and will attend required safety and health training.
- b. The injured EMPLOYEE'S supervisor shall authorize or otherwise see that medical care is offered immediately upon notification of injury. Upon request, the supervisor shall provide an explanation to the EMPLOYEE or family member, or representative, of the EMPLOYEE'S rights and options under the Federal Employee's Compensation Act (FECA). The Servicing Personnel Office staff shall supply the EMPLOYEE or representative with copies of appropriate forms and work with the EMPLOYEE or representative to ensure that the forms are properly completed. It shall, however, be the EMPLOYEE'S or representative's responsibility to obtain a physician's statement and related documents.
- c. IHSQHE will process and forward FECA claims and related documents to the appropriate Department of Labor (DOL) office for adjudication through the Headquarters East Servicing Personnel Office.

- d. The supervisor, shall process and forward all required forms and reports to the Headquarters East Safety Officer in accordance with IHS policy. The EMPLOYEE may be asked to complete the form and prepare it for the Supervisor's signature

Section 3: Reports to the DOL.

The UNION or the EMPLOYEE has the option of reporting any uncorrected unsafe condition to the DOL under the Occupational Health and Safety Act. A copy of all such reports will be provided to the HESC at the same time as or prior to submission to DOL.

Section 4: Unsafe and/or Hazardous Work.

- a. If an EMPLOYEE believes that work is being required under conditions which are unsafe or unhealthy beyond normal hazards inherent in the operations in question, they may discuss the matter with IHSQE and/or file a grievance. When short-term or sudden exposure requires immediate solution and it is not possible to obtain IHSQE concurrence beforehand, then the EMPLOYEE may leave their duty station, then notify IHSQE, and hold themselves available for work under appropriate working conditions. When these procedures are followed, the EMPLOYEE will continue to be paid during this period.
- b. An employee may refuse to perform an assigned task if the employee reasonably believes that the task poses an imminent risk of death or serious bodily harm and the employee reasonably believes there is insufficient time to seek effective redress through normal hazard reporting and abatement procedures. The Headquarters Safety Officer shall immediately investigate an employee's complaint of unsafe conditions and the Safety Officer shall immediately report their findings to management and to the Union Steward.

Section 5: Official Time for Safety Walk-Through.

IHSQE agrees that a UNION Steward at Headquarters East will be allowed to accompany the Safety Officer on a safety walk-through on official time, in accordance with the procedures for obtaining official time in Article 4.